

*The purpose of Redwoods Rural Health Center is to provide responsive, preventive, high quality primary health care services, through a variety of healing disciplines, to all people without regard to social or economic status. We emphasize the client's right and responsibility to participate in his or her own health care decisions. It is our hope that the clinic be a place where the needs of the whole person are met--body, mind, and spirit.*

**Redwoods Rural Health Center Board Meeting**  
**October 28, 2008 6PM at the meeting room at the medical building**  
**of the Redway clinic.**

**Board Members present:** Thad Horner, Carol Lee, Pamela Moore, Shelby, Shon Wellborn, Kathy Epling

**Board Members absent:** Dee Way, Troy Harrington-Dean, Rick Silva

**RRHC Staff present:** Eric Fimbres, ED; Jeanie Eldridge, CFO; Jim Gergits, Operations Manager; Maryanne Riley, FNP

**Others present:** Judi Gonzales, community member; Consuelo Hernandez, Cal Mort project officer

President Thad Horner brought the meeting to order at 6:06PM.

Carol Lee agreed to be timekeeper

The Agenda was reviewed.

Kathy Epling noted that Eric's letter of resignation needed to be read into the minutes and officially accepted. This was placed under Old Business.

Shon Wellborn had an advertising opportunity she wished to bring up under New Business.

Thad Horner suggested that on an ongoing basis the questions and clarifications from the board regarding the departmental reports be placed on the agenda before the acceptance of those reports, which are part of the consent agenda.

***MOTION: That the Agenda, with the above modifications, be accepted.***

The motion was made by Pamela Moore and seconded by Carol Lee.

**MOTION PASSED unanimously**

Kathy Epling had a quick list of comments and questions.

She felt that it was an excellent idea to include patient feedback forms in the chart packets.

She again requested that all the reports to the board please bear the name of the person writing that report.

She was extremely grateful that everyone is trying to spell out acronyms; it makes reading and understanding reports much easier. However, two acronyms puzzled her: ABN and MSDS. Maryanne Riley explained that ABN stands for advanced beneficiary notice; in essence a statement signed by a client stating the client understands he or she may be responsible for charges not picked up by Medicare. MSDS was immediately understandable to Pamela Moore, who explained it means Material Safety Data Sheets.

Perhaps the Behavioral Health department could have quarterly reports on unbillables, thought Kathy.

She was delighted to hear that the Reach out and read program is being continued, and wanted to officially commend Marian "Granny" Greenlaw for her work on this. At Granny's request, Eric Fimbres wrote the TARGET Reach Out and Read grant and applied for \$5,000. TARGET awarded RRHC \$2,500 to purchase books pertaining to nutrition and physical exercise. The check was received and deposited. Dena Baker is preparing thank you letters and a press release that will go to the local papers, the Eureka Reporter and Times Standard.

Shon wanted to know what Take Action is; Eric explained it was the St. Joseph's Eureka and Redwood Memorial Hospital \$50,000 grant for obesity prevention grant.

She was also delighted that the packages to Don Mowrey, serving in Iraq, got there okay and that the board could help a bit by paying the postage from the board's fundraising account.

There was a reference in the reports to a report from Winterberg on the pharmacy; she wondered if it had just not been included or not yet done (not yet done is the answer).

In the ED report there was a puzzling first paragraph. No one could quite figure out what the sentence should have been, but the point was that Dr. Joiner is working with the rest of the staff.

Shon Wellborn wished to know who did the safety inspections and what the plan of correction for the problems found is, and what guidelines are being used.

Jeanie reported that Tawnya does this periodically (quarterly was the ideal) and she wrote the report to the board. Jim Gergits is working on line items and will give the board an update when he is finished. The guidelines are based on standard OSHA and corporate compliance recommendations, as well as information from the risk manager at our insurance company.

Shon had some questions about the coordinator's report for SHWT (southern Humboldt working together) and wondered who had written the report; she seconded Kathy's request that reports be signed by their authors.

Shon wondered about the students being seen at the high school clinics. What about parental approval of these visits with minors? Eric assured her that parental consent forms were on file for these clients.

There was some discussion of the 4 day work week and Marian Greenlaw switching to a 5 day week. Eric is investigating the legality of this.

Shon wanted to know what Take Action is; Eric explained it was the St. Joseph's Eureka and Redwood Memorial Hospital \$50,000 grant for obesity prevention grant.

She was curious about the solar project. Thad Horner volunteered his expertise and time on this project.

***MOTION: That the Consent Agenda be approved.***

The motion was made by Kathy Epling and seconded by Shon Wellborn.

**MOTION PASSED unanimously**

The consent agenda included approval of: the September 2008 board and finance committee notes; acceptance of the September 2008 financial report; acceptance of the October 2008 CQI report, acceptance of the Safety inspections report, acceptance of the Oct 2008 Division reports, and acceptance of the SHWT coordinator's progress report for October 2008.

**PUBLIC COMMENT**

During the public comment period Judi Gonzales, who is running for a seat on the healthcare district board, and Consuelo Hernandez, project officer from Cal-Mort were introduced. Neither wished to make a statement to the board.

Maryanne Riley, FNP at RRHC, addressed the board. She was gravely concerned over the current nationwide (and indeed worldwide) financial instability. She wondered if the board was aware of this and what sorts of plans the board had in terms of leadership, collaboration, and fiscal awareness. She feared that the health center could lose lots of money in a short time. She spoke of the wisdom of collaboration and mentioned that she now has access to electronic medical records at hospitals to the north.

Thad and Shelby assured her that the board is aware, is actively recruiting the next executive director, and intends to continue cooperation with our neighbors at the healthcare district, as we have for many years.

The Executive Director's report followed.

He noted that the California budget will be up for another review in January at the Governor's mandate for a special legislative session and that he had received some concerning news from the national association of community health centers regarding the payments to FQHCs; he is looking into this.

In order to minimize the fiscal disruption due to paying out his PTO as he leaves RRHC, our lawyer Jason Eads has recommended that it be paid out in regular pay periods extending to Dec 31, with the last official day of work being Dec 31, 2008 although he will leave RRHC on Dec 5.

He noted that periodically the county mental health department seeks public input. It is currently seeking input on the Mental Health Services Act Prevention and Early Intervention changes and new directions. Right now, said Eric, the focus is on suicide prevention in youth. As part of this seeking of feedback there will be a public comment session at RRHC on November 12, 2008 from 6 to 7.

**Old Business**

Kathy Epling read, again, the following letter:

(on Redwoods Rural letterhead)

September 5, 2008

Thad Horner, Board President

Redwoods Rural Health Center

Re: Letter of Resignation

Dear Thad:

After careful consideration and with the support of my family, I am tendering my resignation effective with the date of this letter.

My contract requests a 90-day notification period and accordingly my last full time employment is December 5, 2008.

I am very grateful and truly appreciative of the opportunities and valuable experience gained while at Redwoods Rural.

Best Regards  
(signed)  
Eric Fimbres MBA  
Executive Director

***MOTION: With regret, the Board accepts the resignation of Eric Fimbres, with the stipulation that in accordance with the suggestion of our lawyer Jason Eads, Eric Fimbres last official day of employment will be December 31 (or whatever day his final PTO is paid out); however he will leave Redwoods Rural on December 5. The remaining time will be vacation time.***

Kathy Epling made this motion which Shelby seconded.

**MOTION PASSED unanimously**

Carol Lee asked that the board consider signing a petition against the death penalty. This petition will be part of our November 2008 board packet, in order for the board to properly review it and find out whether it is permissible for us to endorse such a thing in view of our nonprofit status.

Kathy Epling updated the group on the Membership Meeting and election. The Membership meeting will be on November 14, a Friday, at the Civic Club starting at 6PM.  
An article has appeared in the papers and membership letters will go out very soon.

There are three board seats coming up this round. Shon and Rick have stated they will run for another term; Dee will not.

Interested candidates, who must be members, have till Dec 14 to declare their candidacy. Ballots, if we have enough candidates for the election, must go out no later than January 14, 2009.

The new board will normally be seated at the February meeting.

**New Business**

Eric told the board that the staff wished to combine his farewell party and the Holiday party, holding both at the Health Center on December 5 starting at 2PM and closing the clinic during that time, having a catered lunch.

There was some discussion of this, and the consensus of the board was that it's fine.

Shon Wellborn noted that Marilyn Foote, our behavioral health director, is starring in a play featuring Southern Humboldt at the Ferndale Repertory theatre. Redwoods Rural could have an ad on the marquee, in conjunction with 3 other SoHum sponsors (one of which is the Credit Union). The cost would be approximately \$125.

There was discussion.

***MOTION: That the board use 125 dollars from the board discretionary fund for the Ferndale Repertory marquee advertisement.***

Kathy Epling made the motion, Thad Horner seconded it.

Voting Yes: Kathy Epling, Thad Horner, Pamela Moore, Shon Wellborn

Voting No: none

Abstaining: Shelby, Carol Lee

**MOTION PASSED**

The board went into closed session to discuss a personnel matter at Eric Fimbres' behest. Consuelo Hernandez was invited to stay.

The board returned to open session at 7:19PM

**The next Finance Committee meeting will be November 25, 2008 at 5 PM to be followed at 6PM by the Board meeting.**

***MOTION: That the meeting be adjourned***

Motion was made by Carol Lee, seconded by Pamela Moore

**MOTION PASSED unanimously.**

The meeting was adjourned at 7:20PM

respectfully submitted, Kathy Epling, RRHC board secretary